

Planning and Zoning Commission  
July 29, 2025

A regular meeting of the Planning & Zoning Commission of the City of Waxahachie was held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on Tuesday, July 29, 2025 at 7:00 p.m.

Members Present: Rick Keeler, Chairman  
David Hudgins  
Chad Hicks  
Wendy Johnson  
Terry Connor

Member Absent: Jenny Bridges  
Vacant

Others Present: Shon Brooks, Executive Director of Development Services  
Trenton Robertson, Senior Director of Planning  
Zack King, Planning Manager  
Amber Villarreal, City Secretary

1. **Call to Order**
2. **Invocation**

Chairman Rick Keeler called the meeting to order and gave the invocation.

3. **Public Comments**

Ira Tenpenny, 109 Rosa Street, Waxahachie, Texas, expressed concern with allowing a building at 800 Dunaway with multiple doors in a single-family zone could set a precedent, leading to future properties being used for non-residential purposes like event spaces or party houses.

4. **Consent Agenda**

- a. Minutes of the regular Planning & Zoning Commission meeting of July 15, 2025
- b. Consider a request by Mark Thedford, for a Replat of Nora Alexander's Subdivision Lot 2, Block 2 and Lot 3, Block 2 to create Lots 2A-R, 3A-R, 3B-R, and Lot 3C-R, Block 2, being .5075 acres, located at 400 Farley Street (Property ID 172056 & 294751)- Owner Ladd Vien (SUB-94-2025)
- c. Consider a request by Matt Baacke, GMcivil, for a Plat of Myrtle Creek Phase 2D, 75 residential lots and 6 non-residential lots, being 29.678-acres, located approximately 4,000 feet northeast of 2325 S US Highway 287 Bypass, situated in the Benjamin Collier Survey, Abstract 216, an addition to the City of Waxahachie (Property ID 180362) – Owner: Spur Myrtle Creek Development, L.P. (SUB-96-2025)

**Action:**

*David Hudgins moved to approve the Consent Agenda, subject to the recommendations of the staff report. Motion was seconded by Chad Hicks and carried unanimously (5-0).*

5. **Public Hearing on a request by Dane Cameron, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Planned Development Single-Family-1 (PD-SF-1) zoning district located at 222 Western Way (Property ID 288742) – Owner(s): Dane Cameron (ZDC-80-2025)**

Applicant Dane Cameron requested to withdraw the application for ZDC-80-2025.

6. **Consider recommendation of ZDC-80-2025**

No action taken.

7. **Public Hearing on a request by Matthew Mitchell, for a Specific Use Permit (SUP) for a Short-Term Rental use within a Single-Family Residential-2 (SF-2) zoning district located at 313 Highland Avenue (Property ID 176753) - Owner: 2M Texas LLC Series A (ZDC-78-2025)**

Planner Caleb Ensley presented the Item and applicant Matthew Mitchell requested approval. The applicant requests a SUP for short-term rental use at 313 Highland Ave because it is located within the SF-2 zoning district. The subject property consists of a primary structure of approximately 1,072 square feet, built in 1992. The portion of the home proposed to be used as an STR has three (3) bedrooms, one (1) bathroom and enough improved surface to accommodate for the maximum parking spaces of three (3) vehicles.

The subject property is situated on an approximately 0.478-acre (20,821.68 square feet) tract. The applicant has not been operating a short-term rental. The applicant has not been paying local hotel occupancy taxes, as they have not been operating an STR. The Ellis County Appraisal District (ECAD) does not identify the subject property as a Homestead. The applicant submitted the SUP application on June 12, 2024.

During the planning analysis, staff inquired with the Waxahachie Police Department and discovered no nuisance-related calls had been made regarding the subject property and its current use in the past 12 months. The applicant's local emergency contact is located approximately 13.7 miles from the subject property.

To comply with State law contained in Local Government Code Chapter 211 and the City's public hearing notice requirements, 44 notices were mailed to property owners within 500 feet of the subject property as required in Section 3.27 of the City's Zoning Ordinance. In addition, a notice was published in the Waxahachie Sun, and a sign was visibly posted at the property. At the time of the publishing of the staff report, zero (0) letters of opposition and two (2) letters of support were received by staff.

Chairman Keeler opened the Public Hearing at approximately 7:08 p.m.

There being no others to speak for or against ZDC-78-2025, Chairman Keeler closed the Public Hearing at approximately 7:08 p.m.

**8. Consider recommendation of ZDC-78-2025**

**Action:**

*David Hudgins moved to recommend approval of ZDC-78-2025, a Specific Use Permit (SUP) for a Short-Term Rental use, subject to the conditions the staff report, authorizing the City Manager and/or Mayor to execute all documents accordingly. Motion was seconded by Terry Connor and carried unanimously (5-0).*

**9. Adjourn**

Trenton Robertson, Senior Director of Planning, announced staff will introduce zoning text amendments due to recent state legislation changes. These updates are required and will be presented at the end of August or beginning of September.

There being no further business, the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Amber Villarreal  
City Secretary